

Chairperson Roberts called the regular meeting to order at 6:30 p.m. All commissioners were present with the exception of Tish Oelke and Marguerite Grace. Glen Black, Director of Community Development, Jim Hatheway, Director of Public Works, and James Shoopman, City Planner also attended.

Citizen Comments

There were none.

Sketch Plan Review for Sunrise Meadows Subdivision ~ located at 1775 East 5th Street

Chairperson Roberts opened the public meeting and requested staff's report and recommendations.

The following was presented by James Shoopman, City Planner.

Project Proposal

The Sunrise Meadows sketch plan proposes to subdivide approximately 6.4 acres into 19 lots to contain 38 duplex units.

Zoning Regulations

The property's zone district was recently established as R-2 which is intended to provide an area which is suitable for single family homes and duplexes. The property is surrounded by A-1 zoned properties to the North, East, & West and an R-1 zoned subdivision to the South (see zoning map).

Sketch Plan Requirements

Staff review of the sketch plan has found it to substantially comply with the sketch plan review requirements of MC 16.04.050 (C).

Required Improvements, Dedications, and Minimum Design Standards

The following need to be addressed and/or corrected at the preliminary stage:

1. Plat/Site Plan:

A. The mailbox location should be moved north & positioned between lots 13 & 14 or 14 & 15.

2. Streets/Access:

A. The developer is required to pave the entire width of Clearview Drive and install curb, gutter, & sidewalk along the west side of Clearview Drive from 5th St to the north end of the property being developed (MC 16.04.070.C).

Sketch Plan Review for Sunrise Meadows Subdivision~located at 1775 East 5th Street continued..**2. Streets/Access continued:**

- B. A traffic study is required at preliminary (MC 16.04.050.D.7.J).*
- C. Driveways for lots 1 & 15 should be located at least 50' from the northern flow line of 5th St.*

3. Utilities:

- A. The water main in Kelly Court needs to be looped with the main in Clearview Dr (SS 3.17.01, 3.18.07).*
- B. At least 1 fire hydrant will need to be installed on Clearview Drive (SS 3.24.02).*
- C. The applicant will need to submit engineered drawings, acquire easements for, and enter into an extension agreement to run the sewer through the Senteney property at 615 1800 Rd (MC 16.04.070.I.8).*
- D. Tap fees will need to be paid prior to commencing construction. There is a surcharge of \$550 for each $\frac{3}{4}$ tap, to cover the cost of the 5th St water main extension project, collected at the time of building permit (MC 13.04.200, 16.04.050.D.14.B).*
- E. Gas and electric need to be available to lot 19.*
- F. Electric lines may need to be looped on Kelley Ct to provide electricity to lots 9-15.*

4. Parks/Open Space/Landscaping/Irrigation/Drainage:

- A. A payment in lieu of parks fee (PILP, \$1203 per unit) is required to be paid before a final plat will be recorded (MC 16.04.070.G.9).*
- B. Irrigation ditches are to be piped (MC 16.04.070.H).*

5. Misc:

- A. Miscellaneous redline corrections need to be made to the plans.*
- B. The development must comply with all City of Delta requirements and other regulatory/permitting agency requirements.*
- C. Sketch Plan approval shall expire 1 year from the date of such approval.*

Staff Recommendations

This submittal appears to substantially comply with the sketch plan requirements of 16.04.050 (C). The issues listed above (minimum design standards) will need to be resolved during the preliminary process.

*Staff recommends **approval** of the Sunrise Meadows sketch plan conditioned upon satisfaction of the above items.*

Commissioner Bell asked if duplex units are required to have individual taps.

Mr. Black clarified that a duplex can use a single tap with an additional unit fee or carry two separate taps depending upon how an individual wants to be charged.

Sketch Plan Review for Sunrise Meadows Subdivision~located at 1775 East 5th Street continued..
Chairperson Roberts requested the applicant's presentation.

Tom Cope, Ute Engineering, stated that the applicant had no objections to complying with staff's recommendations.

Commissioner Bell asked about future ownership endeavors, and covenants assure unity for the appearance of the overall development.

William Jensen, property owner, stated that he had intentions of owning a majority and there was a possibility of selling a few, that covenants would be created, and that he would be building all of the units.

There was discussion about fencing.

Chairperson Roberts requested public comment.

Barbara Jackson, 1767 E. 5th Street, stated that Mr. Jensen is a qualified builder and appreciates the fencing. She objected to the number of units he would be allowed to build. She requested that adjacent property owners be allowed to hook on to the sewer. She also stated concern that the subdivision would have no park.

Commissioner Bell requested the location of the proposed sewer route.

Jim Hatheway Director of the Public Works Department, clarified where the proposed sewer main would be located and answered questions from the commission.

John Jackson, 1767 E. 5th Street, discussed adjacent areas to the proposed sewer line.

Commissioner Roberts requested that all lot sizes on the site plan conform to the Minimum Design Standards of the City of Delta's Municipal Code. Duplexes would need a 9,000 square foot lot.

Mr. Shoopman clarified the park requirement criteria of the Municipal Code in detail.

Chairperson Roberts closed the public meeting and requested commissioner comments.

Commissioner Bell stated that he appreciated the concern for the number of lots.

Commissioner Pfalzgraff motioned to recommend approval contingent upon staff's recommendations as outlined in the report and planning commission recommendation of presenting verification that all lots conform to the minimum lot size requirement of 9,000 square feet.

Commissioner Raley seconded the motion.

All were in favor and the motion carried

Preliminary Plat Review for Mountain Valley Medical Park ~ located West of 1285 3rd Street

Chairperson Roberts opened the public meeting and requested staff's report and recommendations.

The following was presented by James Shoopman, City Planner.

Project Proposal

The Mountain Valley Medical Park Preliminary Plan proposes to subdivide approximately 6.24 acres into approximately 10 lots.

Zoning Regulations

The property's zone district is MR, which provides for a mixture of medically oriented activities, clinics, pharmacies, and hospitals along with residences.

Preliminary Plan Requirements

Staff review of the preliminary plat has found it to substantially comply with the preliminary plat requirements of MC 16.04.050 (D).

Required Improvements, Dedications, and Minimum Design Standards

The following will need to be addressed and/or corrected before beginning construction:

1. Plat/Site Plan:

- A. A separate plat will be required for the Delta County Memorial Hospital parcel to reflect road & easement dedications, storm drainage, a parcel split, etc.*
- B. The plat needs to reflect ROW dedication to the TDS property (MC 16.04.070.C.22).*

2. Streets/Access:

Mountain Valley St needs to be extended to the TDS property (MC 16.04.070.C.22).

3. Utilities:

- A. Water & sewer lines shall be designed to best accommodate extension to all adjacent properties, (such as the TDS property) which may develop at a later time (MC 16.04.070.I.5).*
- B. Water utility applications must be completed and water tapping and any other applicable system improvement fees must be paid prior to commencement of construction (MC 16.04.050.D.14.B).*

4. Parks/Landscaping/Irrigation/Drainage:

- A. Irrigation & landscaping plans need revisions.*
- B. A split rail white vinyl fence (to match the cemetery fence) should be constructed along the parcel boundary adjacent to the cemetery (MC 16.04.070.M.2).*

Preliminary Plat Review for Mountain Valley Medical Park continued...***Required Improvements, Dedications, and Minimum Design Standards continued...******4. Parks/Landscaping/Irrigation/Drainage continued...***

- C. Parks fees of \$1203 per lot will need to be paid prior to recording a final plat (MC 16.04.070.G.9).*
- D. The developer will need to work with the Army Corp of Engineers regarding wetlands areas.*

5. Misc:

- A. Redline corrections need to be made to all plans.*
- B. The development must comply with all City of Delta requirements and other regulatory/permitting agency requirements.*
- C. No final plat may be submitted more than two years, and in no cases more than 10 years, after approval of a related preliminary or partial final plat.*

Items for discussion:

- 1. Extension of improvements to the TDS property.*
- 2. Access easement across applicant's property to the TDS property.*
- 3. Fence/landscape buffer between cemetery and subdivision.*

Staff Recommendations

This submittal appears to substantially comply with the preliminary plat requirements of 16.04.050 (D), except that ROW dedication and utility services are not designed to extend to the northern boundary of the proposed subdivision.

*Staff recommends **denial** of the Mountain Valley Medical Park preliminary plat or **approval contingent** upon extension of ROW dedication & utilities to the northern boundary of the proposed subdivision.*

The remaining issues listed above (minimum design standards) need to be resolved as a condition of approval.

Chairperson Roberts requested clarification of the boundaries of the lot 5.

Commissioner Bell wanted to discuss the adjacent property to the Northeast.

Commissioner Raley asked for clarification of the conflict with the right a way.

Chairperson Roberts asked how the ROW affects the utility easement.

Mr. Shoopman gave a history of the applicant's prior submittal and subsequent changes which had caused the proposed subdivision to become non-compliant with the code requirements to extend R.O.W. and utilities to property boundaries.

Chairperson Roberts asked if the cemetery adjoined this proposed property.

Preliminary Plat Review for Mountain Valley Medical Park continued...

Mr. Shoopman replied yes.

Commissioner Bell asked if anything had been proposed for the property north of the TDS property.

Mr. Shoopman pointed out the features of the land in question.

Chairperson Roberts asked where the current access to the TDS property is located.

Mr. Shoopman located it on the site plan.

Commissioner Pfalzgraff asked if the easement bordering the cemetery was for access or strictly utilities.

Mr. Shoopman clarified that the easement from Stafford Lane to the TDS property is for utilities only and the easement from 3rd Street to the TDS property is for access and utilities.

Commissioner Bell asked if Mr. Shoopman would elaborate on the nearby hospital property containing a similar cul'de sac. Mr. Bell questioned if approval of a lot split plat of the adjacent TDS property was necessary before approving this plat.

Chairperson Roberts requested an explanation of why an acceleration or deceleration lane on Stafford Lane is not required considering the hill curvature of the road.

Mr. Hatheway replied that the traffic study clarified that such lanes were not needed.

Commissioner Jahn asked what the setback requirements are in relation to the utility easement.

Chairperson Roberts requested the applicant's presentation.

John Knutson, owner of the proposed property, stated that a series of agreements with TDS were attempted, but were never finalized due to last minute pulls despite his increase in offer. He explained how these events caused the change in the ROW and utility extension. He stated that when their price became unnegotiable he changed his mind and ended the street 5 feet south of the TDS parcel. He stated that he does not object to the idea of a 10 ft. access, but does object to a full extension of ROW to the TDS property.

Commissioner Bell wanted to discuss the pros and cons of keeping the current access easement. He asked if the utility easement would hamper fence development or anything else.

Mr. Knutson clarified that the proposed covenants were strict for this proposal.

Commissioner Bell asked about the potential for housing to be built in this subdivision and the idea of covenants restricting this.

Mr. Knutson replied that housing was not really considered so much as the miscellaneous services with dentists and doctors, and stated that he did not have the covenants at this time.

Preliminary Plat Review for Mountain Valley Medical Park continued...

Chairperson Roberts stated that lot 5 not complying is a definite problem.

Chairperson Roberts asked for a definition of utility access easement and for whom was it intended.

Tom Cope, Ute Engineering, stated that there had been a drawing error on the easement and showed what it should have looked like.

Mr. Shoopman reminded that the code requires that ROW and Utilities be extended to the boundary of the property and that the plat was not brought to the meeting because of last minute changes.

Chairperson Roberts stated that he had no other option than to recommend denial.

Mr. Black stated that that preliminary plat stage in planning is the opportunity to present an organized and complete plan with all details contained and issues resolved.

Chairperson Roberts welcomed public comment.

Berkley Lashfield, residing at Porter Court facility, gave her opinion of the proposal to connect Porter Street to Stafford Lane and of current traffic problems. She stated that the proposed road would additionally complicate the surrounding roads. She stated how seniors appreciate how the area is quiet.

Commissioner Bell asked if Pioneer Road will still extend with 3rd Street and asked the time frame of when it would take place.

Mr. Hatheway replied that the City will begin work on that project in 2008.

Commissioner Bell asked if it the item could be tabled.

Chairperson Roberts clarified the code requirements for a preliminary plat and emphasized that lot 5 and the utility extension would have to be addressed.

Mr. Black stated that the plat has to be specific including the details of lots and easements.

Mr. Knutson requested that the reasons for denial be put in written form.

Mr. Shoopman and Mr. Black located reference points in the Municipal Code for reasons of denial.

Mr. Knutson stated that he will not construct and dedicate a road to TDS, and if that is what is required he will not develop that land. He stated that he will not spend \$500,000 to give them access.

Commissioner Jahn asked if all problems could be solved by eliminating lots.

Mr. Black clarified that originally the sketch plan had a cul'de sac but since only 500 ft. is allowed less lots would be created.

Chairperson Roberts suggested that a double curve be used.

Preliminary Plat Review for Mountain Valley Medical Park continued...

Mr. Shoopman stated that the Standards and Specifications Manual would not allow such a curve.

Tom Cope asked how Porter Court was allowed to be longer than 500 feet.

Chairperson Roberts stated that research would be needed to determine such.

Mr. Knutson stated that the hospital had no plans to build in that area.

Chairperson Roberts requested a conclusion from the commission.

Commissioner Bell stated that he hoped issues could be resolved in order to achieve this development, and motioned to recommend denial upon the non conformance of lot #5, and the non-extension of the ROW dedication and utilities to the northern boundary of the proposed subdivision.

Pfalzgraff stated that this project is needed and seconded the motion.

Mr. Black found and read the references 16.04.070 for the street design C 22, 16.040.70 E 8 for lot dimensions, 16.040.70 E 5 site development.

Standards and Specs talks of the utilities extension requirements 16.040.70 I 5 included as references in the motion.

Minutes

Commissioner Raley motioned to approve the minutes of the September 3rd, 2007 Planning Commission Meeting as submitted by the secretary.

Commissioner Jahn seconded the motion.

All were in favor and motion carried.

Comp Plan Update

Mr. Black provided a copy of an E-mail from Mr. Bennett Boeschenstein of the Rowan and Associates, LLC., whom will be finishing the consulting, with possible dates for a workshop.

There was discussion as to scheduling a Steering Committee Workshop.

Commissioner Bell wanted to recommend that they review the results of the 1st public workshop.

A consensus was drawn to schedule a Steering Committee Meeting on Thursday, October 25th at 6:30 p.m. to address the Comprehensive Plan Update.

Chairperson Roberts plans to attend the Steering Committee Meeting.

Comp Plan Update continued...

Mr. Black stated that he will email this consensus with a start time of 6:30 p.m. to Mr. Boeschstein.

Commissioner Comments

Commissioner Raley stated that it was unfortunate that the Knutson project had to be on hold.

Staff Comments

Mr. Shoopman stated that he appreciates the commissioner's participation in the workshops.

Chairperson Roberts advised that all things mentioned during workshops should be mentioned during the meeting.

The Meeting adjourned at 8:22 adjourned.

Lee A. Barber, Executive Secretary
Community Development